

TURNING AN OLD-STYLE BACHELOR'S DEGREE IN INTERNATIONAL TRADE INTO A BACHELOR'S DEGREE IN INTERNATIONAL BUSINESS AND MARKETING (UPGRADE)

ESCI-UPF offers graduates the opportunity to turn an old-style Bachelor's Degree in International Trade into a Bachelor's Degree in International Business and Marketing.

1. HOW, WHEN AND WHERE TO SUBMIT APPLICATIONS

1.1. How to submit applications

Admission and credit recognition applications should be submitted to the school director. All the following documentation is required:

- Admission application.
- Proof of payment of the set public admission fee, clearly stating the applicant's full name and the type of admission requested.
- Original and photocopy of the applicant's passport or ID card.
- Credit recognition application (1994 course) / Credit recognition application (1998 course).

1.2. Where to submit applications

Admission applications should be submitted to the Academic Management Service.

1.3. When to submit applications

Admission applications should be submitted **between 3 and 14 June 2019**

2. PLACES AVAILABLE AT EACH SCHOOL OR COURSE

Three places will be offered. Successful applicants will join existing degree groups.

3. ADMISSION REQUIREMENTS

Applications must hold an old-style Bachelor's Degree in International Trade and must have applied for a degree certificate.

4. SELECTION CRITERIA

- 4.1. The admission process will be carried out in accordance with the principles of equality, merit and ability. Applications will be assessed in accordance with the selection criteria set out herein.
- 4.2. If the number of applicants should exceed the number of available places, applicants will be ranked in strict order of the average score on their academic record.

5. FINAL DECISION

ESCI-UPF directors will oversee the admission process and will send the definitive list of candidates for admission to the corresponding rector or vice-rector.

6. PUBLICATION OF RESULTS AT EACH STAGE

6.1. The final list of successful applicants will be published in the corresponding access and admission section of the UPF website in accordance with the following timetable:

After 28 June 2019

6.2. All applicants shall be considered to have been duly notified once the aforementioned list has been published online.

7. SECURING PLACE

Successful applicants should secure their place on the requested degree course by paying the corresponding fee of **€300**.

8. ENROLMENT

Students who have been admitted to ESCI-UPF should read the information on enrolment and should enrol for the 2019–2020 course at the time and place given on the enrolment webpage.

9. UNFILLED PLACES

If one or more places should remain unfilled at the end of the process, the University may extend the deadline for submitting applications. In this case, information will be given on the access section of the UPF website.

10. APPEALS

Once the final admission decision has been made, all available administrative remedies have been exhausted. Applicants may appeal against the admission decision by filing an appeal before contentious-administrative courts in Barcelona within two months of the day after the decision was published.

Alternatively, applicants may file an administrative appeal for review before the same body that made the final decision, within one month of the day after the decision was published. In this case, however, no contentious-administrative appeals may be filed until all administrative appeals for review have been expressly resolved or dismissed by the failure of the administration to respond.